FY 2020/2021

Colchester Public Schools

Budget Transfer - Less than $5,000

Superintendent Approval

School/Department: Bacon Academy

Reason for Request: Earlier book order came in $300.00 over quote. One more order in the amount of $302.77 is still required.

Reason for Available Funds: Due to Covid-19, the Travel line item was transferred to Dues & Fees to allow for companies such as Mystic to provide virtual field trips. We have a higher than anticipated balance left.

	Account Number	Account Name	Amount
From:	101104 43810	Science Dues & Fees	$159.00
To:	101104 42641	Science Textbooks	$159.00

04/29/2021
Date Requested

School Principal, Program Director or Supervisor

5/4/21
Date Reviewed

Chief Financial Officer

5/4/21
Date Approved

Superintendent of Schools

Date Notified

Board of Education Clerk

FY 2020/2021

Colchester Public Schools

Budget Transfer - Less than $5,000

Superintendent Approval

School/Department: JJIS

Reason for Request: Need to purchase additional PPE due to COVID to support music programming in a manner that is compliant with CDC recommendations

Reason for Available Funds: Unable to hold in person programming due to COVID safety restrictions.

	Account Number	Account Name	Amount
From:	100302	44330 - other prof. services	$2500
To:	100502	42690 - other supplies	$2500

5/16/21
Date Requested

School Principal, Program Director or Supervisor

5/4/21
Date Reviewed

Chief Financial Officer

5/4/21
Date Approved

Superintendent of Schools

Date Notified

Board of Education Clerk

Budget Transfer - Less than $5,000

Superintendent Approval

FY 2020/2021

School/Department: JHS

Reason for Request: Need to purchase additional supplies to support safe instruction during covid.

Reason for Available Funds: Reduction in number of texts to purchase, less students due to covid.

	Account Number	Account Name	Amount
From:	100502	42641 Textbooks	1017
To:	100502	42690 Supplies	1017

3/23/21
Date Requested

School Principal, Program Director or Supervisor

5/4/21
Date Reviewed

Chief Financial Officer

5/4/21
Date Approved

Superintendent of Schools

Date Notified

Board of Education Clerk